

Wyoming Community College Commission



**Academic Affairs Council
Meeting Notes**

Date: 1:00 to 4:30 PM 6/5/13 and 8:30 AM – noon 6/6/13

Place: Administrative Wing 124 (AW124) on the CWC Campus, Riverton, WY

Members attending:

CC: Tim Wright
CWC: Jason Wood
EWC: Dee Ludwig
LCCC: Jose Fierro
NWCCD: Jon Connolly
NWC: Gerry Giraud
WCCC: Lou Flaim
WCCC: Joe McCann

1. Corrections of the prior meeting notes – None were noted

2. Rumor Clarification –

A rumor that the ASC is pursuing a definition of “high value” certificates is circulating. This was presented when Jackie Freeze received an email during the meeting that indicated that someone named “Larry” had circulated a definition. Joe McCann stated that to the best of his knowledge that a change to the course completion metric for distribution completion based funding during the ’13-’14 fiscal year will not change. Further he stated that the WCCC should have about eight months to work on additional or replacement metrics(s) for the distribution of completion funding during the ’14-’16 biennium.

3. Announcements –

Tim Wright announced that Kim Byrd has been appointed interim VP for Student Services at Casper College on a one year appointment.

Dee Ludwig announced that construction on the Douglas building is proceeding on-time.

A TAACCT grant is being prepared by CWC and LCCC.

4. Agenda items: Update -

- a. House Enrolled Act (HEA 88) (Wyoming Adjunct Professor Loan Repayment or WAPLR)

Discussion: Joe McCann received input from four superintendents, Dee Ludwig and three BOCES/BOCHES directors on the checklist, rules and binding agreement.

Action: Gerry Giraud and others suggested that a one page description of the program be made available for the school personnel and teacher. Joe said that this had also been suggested by a superintendent and that Amy Brockel is working on one. Joe will distribute the one pager and finished documents to the council members when completed.

- b. Report on joint student services academic completion interventions -

Status: Joe McCann is compiling reports from CC, CWC, EWC and NWC for a required report to the WCCC at its June meeting.

- c. COMPASS diagnostics presentation tomorrow at 3:00 PM by ACT's Heidi Nelson

Announcement: ACT's Heidi Nelson will make presentations on COMPASS diagnostics and the ENGAGE assessment at 3:00 PM during the SSC meeting tomorrow.

- d. WCCC Annual Program Review Report

- e. Draft of simplified non-credit program requests:

Status: the Presidents asked that an October WCCC meeting for the completion of a non-credit program request process be postponed to spring 2014. This will provide the presidents time to request a modification of the 2009 statute that requires both credit and non-credit programs to be approved by the WCCC.

5. Agenda item: Consideration of **program request** –

NWCCD – Pilot AS degree in Outdoor Leadership -Jon Connolly

Action: Dee Ludwig made a motion to approve this Pilot AS degree in Outdoor Leadership, Tim Wright seconded the motion. The motion was approved unanimously.

6. Agenda item: Degree of linkage of academic VPs and of AAC to **course and prerequisite articulation process** – Jon Connolly

This item was tabled due to time constraints with Jon Connolly's concurrence.

7. Agenda item: **Discussion** of: WCC Consultation Policy; origin of WCCC Program Review Report, Partnership Report, SEA 52 reporting, OCV/TSLRP/WyIN reporting; and capital construction rules; and levels of instruction. **(FYI only)** –

Discussion: Joe answered questions about the origin of the above documents and clarified the origin these reports

Request: Joe requested that new VPs contact him on any of the documents that were emailed for the May 2013 AAC meeting.

8. Agenda item: **Structure of certificates:**

- **gen. ed. containing vs. no gen. ed.;**
- career certificates vs. momentum point;
- CTE;
- skill upgrade;
- stackable;
- less than 15 credit hours, 1 sem., **1 year** vs. greater than one year;
- **job preparation;**
- post-associate;
- limited entry vs. open enrollment;
- company specific;
- non-credit vs. credit;
- Others?

Discussion: High value certificates were discussed due to the possibility of such using certificate and degree completion as a metric for the distribution of completion funding. Jason Wood made the point that any certificate approved by the AAC, EC and the WCCC are high-value by definition. There was also a discussion of high value workforce goals based on Georgetown U. data vs. value as a student achievement momentum point or transfer milestone.

9. Additional agenda items:

a. **Composition ACT transition score –**

Factors discussed included: Insufficient time to hold campus discussions with faculty leaders. The rationale for the initial decision to select 21, all seven colleges use a decision protocol for placement which allows students with an ACT Composition score of 21 or higher to register for ENGL 1010 and secondary testing and/or consideration of other factors for those students scoring 20 or lower, both the community colleges and UW are now using 21, June is an inopportune time in the registration cycle to change by fiat.

Action: Jon Connolly moved to change the ACT transition score into English 1010 from 21 to 18. Gerry Giraud seconded the motion. Motion failed on a three in favor and four opposed vote.

Consensus Reached: The VPs committed to opening a discussion at each college regarding a move of the ACT transition score of 18 during the fall '13 which would allow enough time to make a late fall AAC decision on this issue.

b. Reverse transfer from UW and current HLC “assumed practice” –

10. Next meeting – The next scheduled meeting is 8:30 AM. July 11, 2013 via conference call.

Joint SSC – AAC began at 8:30 AM 5/30/13

1. CCA participation update – Jackie Freeze, Jason Wood and Joe McCann

Status: The CCA metrics are still being revised. Seven Wyoming CCA Team members and others from higher education will be attending a CCA sponsor a Guided Pathway to Success Institute. A request will be made to Governor Mead to appoint an additional five team members: Sarah Axelson, UW; and Patrice Noel, UW; Commissioner Brown, a business representative; Representative John Freeman, a legislative representative; and Mary Kay Hill, a Governor's office representative. The WY CCA Team decided to apply to participate in a CCA Academy. The team will not set goals during the Academy so that faculty input from UW and the community colleges can inform goal setting. The team decided that they need to separate the 'what' and 'how' in goal setting. The team determines five values to be considered for base operation and base decision making.

1. "Buy in" from faculty and staff is vital during goal setting.
2. Faculty and staff have to do the work.
3. Commitment to high goals and high quality.
4. Do what is right for student learning and success.
5. Put a WY twist on it so it reflects our values.

A self-assessment needs to be completed before the Academy and all colleges have provided input. Dr. McCann will share the information with everyone once it is compiled.

2. Community college **state source funding** and **completion metrics** – Joe McCann

- a. '13-'14 WCCC budget
- b. '14-'16 WCCC budget & enrollment growth request options

3. Agenda item: **Potential completion goals**

Top five Metrics:

Discussion: Dr. McCann distributed a list of the seven College Presidents and Commissioners results regarding the five top metrics for WCCC and WY CCA Team CCA consideration. There was a discussion of all of the metrics and in parenthesis below is a consensus of the metric as either being related to outcome or and process. The order of these metrics is based on the frequency the metric was included in the survey results.

1. Certificate and associate degree completion (outcome)
- 2/3. (tie) Student persistence (outcome) and Developmental course student gatekeeper course completion (outcome)
4. Course completion (outcome)
5. At risk student persistence (outcome)

The following metrics all tied for the next highest rank:

- Advisement (process)
- 15 to Finish (process)
- Student retention (outcome)

The remaining metrics all tied for the lowest rank:

- Students completing programs in workforce shortage areas (outcome)
- Developmental course completion (process)
- Subsistence wage program (outcome)
- GED completer persistence (outcome)
- Academic milestones (outcome)
- Drop-out tracking (process)
- Certification and licensure (outcome)

Further goal discussion:

- Improvement of Advisement
- Establish a transfer metric

Discussion of metric setting for allocation of completion funding:

There is significant “push-back” on using only degree and certificate completion as the only metric for distribution of completion funding during the '14-'16 biennium. The members present voiced support for multiple metrics for this purpose.

4. Agenda item: Possible modification of ACT and COMPASS transition scores –

Update: The AAC came to consensus at their 6/5 meeting to commit to on-campus discussions of a move toward an ACT transition composition score of 18 for college level composition.

Discussion: On a related subject of transition to college, there was vigorous support for each college independently partnering with their high schools to smooth the way for rising college freshmen by working with school districts to provide composition coursework in the high school senior year.

5. Agenda item: Discussion of completion interventions -

Joe will be sharing this list, (that the AAC and SSC members have shared with each other) with the WY CA Team members.

Action: There was support for including this list in the WY self-assessment in preparation for attendance at a July CCA Academy.